

**Retirement Board Meeting**  
**May 30, 2017**  
**1:15 PM**  
**Montague Town Hall - 1<sup>st</sup> Floor**  
**Agenda**

1. Minutes of April 25, 2017 meeting for review and approval.

BOARD VOTE to approve minutes of April 25, 2017 meeting.

2. Contributory Retirement Warrant #5, dated May 31, 2017, in the amount of \$224,087.81.

BOARD VOTE to approve May 2017 Warrant #5 dated May 31, 2017, in the amount of \$224,087.81.

3. Travel Expenses: approve travel expenses (retroactively) for a PROSPER training in Springfield on May 25, 2017 that Administrator Deb Underhill attended, and any other upcoming travel & conference expenses.

BOARD VOTE to approve travel & conference expenses.

4. Superannuation application, Option C, received for Brian Dobosz, TWN, Police Officer, effective 5-20-2017.

BOARD VOTE to accept Superannuation Retirement Application, Option C, for Brian Dobosz, effective 5/20/17.

5. Accidental Disability Application received from Michael Little, WPCF for processing.

BOARD VOTE to accept Accidental Disability Application from Michael Little, WPCF, for processing.

6. Amend Montague Retirement Board Supplementary Regulation A6, listed below, as this regulation was adopted prior to the \$5,000 earnings rule:

***“In the case of an individual being appointed to fill the term of a paid elected position, the following shall apply:***

- 1. If the individual is currently a member of the Montague Retirement System, the individual shall be credited for full-time service for the duration of the appointment.***
- 2. If the individual is not a member of the Montague Retirement System, they shall not be eligible for membership until such time as the individual is elected to the position and selects membership in the Montague Retirement System.”***

Options for individuals appointed to fill the term of a paid elected position could be:

1. To make them ineligible only if the unfilled term is less than 6 months
2. To make them ineligible only if the position is for less than 20 hours per week
3. Allow them to become members of the system upon appointment, and let them withdraw when elected.

BOARD VOTE to amend MRB Supplementary Regulation A6.

7. Travel Regulations, section 6, Meals, for review and possible update. The MRS Travel Regulations were last updated in 2006. The breakfast amount, and the 15% tip seem outdated.

BOARD VOTE to revise travel regulations.

8. The Montague Retirement Office needs to have the files cleaned out. Administrator Deb Underhill would like to hire someone to help with this, as she does not have time within her regular work hours due to the ongoing workload. Marianne Fiske has indicated that she would be willing to help with this. There is currently no more available file cabinet space.

BOARD VOTE to approve payment for assisting Administrator Deb Underhill in sorting, storing and/or disposing of old records in the retirement office.

9. Topics not anticipated covered in the 48 hour posting requirement.

**Next meeting Tuesday, June 27, 2017 @ 1:00 PM**